

National Aeronautics and Space Administration



KNOW WHAT MATTERS



RELEASED - Printed documents may be obsolete; validate prior to use.

Quick Reference Guide

Emergency Services (Landline)	911
KSC Emergency Services (Cell Phone)	321-867-7911
CCAFS Emergency Services (Cell Phone)	321-853-0911
NASA Safety Hotline	7-SAFE (321-867-7233)
Environmental Health/Industrial Hygiene	321-867-2400
KSC Duty Office	321-861-5050
Duty Status Line	321-861-7900 / 866-KSC-HURR (866-572-4877)
KSC Employee Assistance Program (EAP):	321-861-8647/321-867-7398 Emergency Number: 888-728-1404
KSC Protective Services:	Non-emergency 321-867-2121 (recorded line) Anonymous Tip Hotline: 321-861-6000
KSC Weather	321-861-4910
Occupational Health Facility (OHF)	321-867-3346
Rehabworks:	321-867-7497
Active Weather Alerts:	http://ksbossweb.ndc.nasa.gov/wx/public/monitor
Emergency Management Website:	http://kscsos.com/
Safety and Mission Assurance Website:	http://sma.ksc.nasa.gov
Safety Data Sheets (SDS):	http://msds.ksc.nasa.gov
Safety & Hazard Reporting:	http://sma.ksc.nasa.gov/KSCSafety/SafetyAndHazardReporting

OCCUPATIONAL INJURIES AND ILLNESSES

Any time you suspect an injury, illness or need first aid treatment, you must report for medical evaluation to ensure that you receive prompt treatment, early intervention, and proper documentation for work related concerns. Per OSHA, it is your right to report without retaliation.

- Medical Emergency: Call 9-1-1 (landline) or 321-867-7911 (cell phone), 321-853-0911 (CCAFS)
- First Aid/Non-Emergency:
 - 1st Shift (0700 - 1530, M-F) - Report to the Occupational Health Facility (OHF), building M6-495
 - Other shifts, including weekends - call 911
- Please be aware of the risks associated with personally transporting individuals to the OHF. Their condition could require emergency medical assistance/actions during transport. Please use the 911 services.
- Notify your supervisor/manager at the first opportunity.



OSHA RIGHTS

- Employers are required to provide a workplace free from recognized hazards AND comply with all applicable OSHA standards.
- It is illegal for employers to discriminate or retaliate against a worker for using their rights under the law.

<https://www.osha.gov/Publications/osha3165.pdf>



Job Safety and Health IT'S THE LAW!

All workers have the right to:

- A safe workplace.
- Raise a safety or health concern with your employer or OSHA, or report a work-related injury or illness, without being retaliated against.
- Receive information and training on job hazards, including all hazardous substances in your workplace.
- Request a confidential OSHA inspection of your workplace if you believe there are unsafe or unhealthy conditions. You have the right to have a representative contact OSHA on your behalf.
- Participate (or have your representative participate) in an OSHA inspection and speak in private to the inspector.
- File a complaint with OSHA within 30 days (by phone, online or by mail) if you have been retaliated against for using your rights.
- See any OSHA citations issued to your employer.
- Request copies of your medical records, tests that measure hazards in the workplace, and the workplace injury and illness log.

Employers must:

- Provide employees a workplace free from recognized hazards. It is illegal to retaliate against an employee for using any of their rights under the law, including raising a health and safety concern with you or with OSHA, or reporting a work-related injury or illness.
- Comply with all applicable OSHA standards.
- Notify OSHA within 8 hours of a workplace fatality or within 24 hours of any work-related inpatient hospitalization, amputation, or loss of an eye.
- Provide required training to all workers in a language and vocabulary they can understand.
- Prominently display this poster in the workplace.
- Post OSHA citations at or near the place of the alleged violations.

On-Site Consultation services are available to small and medium-sized employers, without citation or penalty, through OSHA-supported consultation programs in every state.

This poster is available free from OSHA.

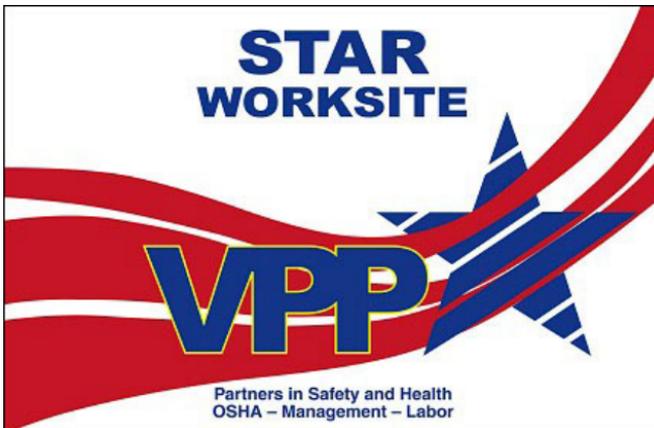
Contact OSHA. We can help.



1-800-321-OSHA (6742) • TTY 1-877-889-5627 • www.osha.gov

VOLUNTARY PROTECTION PROGRAM

- KSC is an OSHA VPP STAR Site.
- The OSHA Voluntary Protection Programs (VPP) recognize employers and workers in the private industry and federal agencies who have implemented effective safety and health management systems and maintain injury and illness rates below national Bureau of Labor Statistics averages for their respective industries. In VPP, management, labor, and OSHA work cooperatively and proactively to prevent fatalities, injuries, and illnesses through a system focused on: hazard prevention and control; worksite analysis; training; and management commitment and worker involvement. VPP participants are re-evaluated by OSHA every three to five years to remain in the programs. VPP participants are exempt from OSHA programmed inspections while they maintain their VPP status.



STOP WORK AUTHORITY

- When unsafe and/or unhealthful work environment, condition or act pose imminent danger to personnel or damage to property, ALL employees have the right and obligation to exercise “stop work authority.”
- Work with management to determine how to eliminate/mitigate the hazard.
- Notify your organizational safety office or NASA Safety at 7-SAFE.
- Refer to [KSC-UG-2804](#) for additional reporting options.



HAZARD WARNINGS AND CONTROLLED AREAS

- KSC is a multi-user work site with processes for the coordination of essential personnel, special badging, and controlling hazardous and operational areas. Facility/Area/Equipment controls prevent unnecessary exposure of personnel to hazards in and around activities and operations. Area warnings, signals, signs, tags and barricades are used to identify hazards and controls.
- Do not remove or alter signage or devices used to indicate a control.
- Entrance can only be authorized by the controlling authority. Do not attempt to access facilities/areas that you are not authorized to enter. If unsure, contact the Facility Manager or operations control desk.



ADVERSE WEATHER

Lightning

- Phase I Lightning Watch - Lightning conditions may exist within 30 minutes in Lightning Hazard Notification Area. Employees should implement lightning safety plans/procedures.
- Phase II Lightning Warning - Lightning is imminent or occurring. Employees should take action to protect themselves from lightning dangers:
 - Remain indoors
 - Stay away from open doors, window, metal pipes and sinks
 - Do not handle combustible or flammable liquids
 - If inside a vehicle with a solid metal roof and sides, stay inside the vehicle
 - If caught outdoors, get to a safe location as quickly as possible

Hurricane Conditions (HURCONs)

- HURCON IV - Sustained winds of 58 mph or greater within 72 hours
- HURCON III - Sustained winds of 58 mph or greater within 48 hours
- HURCON II - Sustained winds of 58 mph or greater within 24 hours
- HURCON I - Sustained winds of 58 mph or greater within 12 hours

Tornados

- Tornado Watch: Conditions are favorable for tornadoes.
- Tornado Warning: Seek shelter. Tornado/waterspout is imminent or occurring.



WILDLIFE

- KSC is on the Merritt Island National Wildlife Refuge.
 - All wildlife and nests are protected at KSC.
 - Please do not touch, feed, disturb or handle any wildlife.
- Obey speed limits, for your safety and the safety of wildlife.
 - Report all wildlife encounters that have the potential to impact personnel or operations to the KSC Duty Office at 321-861-5050.
 - If you are bitten/scratched, report to the OHF for evaluation or call 9-1-1 if the injury is serious.



How to Report Emergencies and Safety Concerns at KSC

Emergency	<p style="text-align: center;">Life threatening or urgent injury/situation</p> <ol style="list-style-type: none">1) Call 9-1-1 or 321-867-7911 (cell phone), or 321-853-0911 (at CCAFS)2) If injury occurs, notify injured employee's supervisor3) Then notify:<ol style="list-style-type: none">a. For a federal employee injury, call 7-SAFE (321-867-7233)b. For a contractor injury, notify employee's organizational safety office
Non-urgent Injury	<p style="text-align: center;">Non-urgent injury</p> <ol style="list-style-type: none">1) Go to the Occupational Health Facility (OHF)<ul style="list-style-type: none">• If the OHF is closed, call Emergency Medical Services: 9-1-1 or 321-867-7911 (cell phone), or 321-853-0911 (at CCAFS)2) Notify injured employee's supervisor3) Then notify:<ol style="list-style-type: none">a. For a federal employee injury, call 7-SAFE (321-867-7233)b. For a contractor injury, notify employee's organizational safety office
Imminently Dangerous	<p style="text-align: center;">Imminently Dangerous Situation</p> <ol style="list-style-type: none">1) Use your Stop Work Authority if you believe a time-out is needed2) Work with management to determine how to eliminate/mitigate the hazard3) Then notify:<ol style="list-style-type: none">a. If the situation involves a federal employee, call 7-SAFE (321-867-7233)b. If the situation involves a contractor, notify employee's organizational safety office4) If you prefer to report electronically/anonymously, click here5) When in doubt, call 7-SAFE (321-867-7233)
Unsafe	<p style="text-align: center;">Unsafe Activity or Condition</p> <ol style="list-style-type: none">1) If you can do so safely, stop the unsafe activity/condition2) Work with management to determine how to eliminate/mitigate the hazard3) Then notify:<ol style="list-style-type: none">a. If the situation involves a federal employee, call 7-SAFE (321-867-7233)b. If the situation involves a contractor, notify employee's organizational safety office4) If you prefer to report electronically/anonymously, click here5) When in doubt, call 7-SAFE (321-867-7233)

When in doubt, call
7-SAFE
(321-867-7233)



If you can't get resolution through
normal reporting routes above,
scan QR code.

KSC
911



or Dial:
321-867-7911

SCAN FOR
EMERGENCIES

SECURITY • FIRE • EMS

When using a mobile device, the quickest way to receive emergency services is to dial KSC or Cape Canaveral 911 directly.

Step 1: Take out your mobile device and open the camera app (or QR Code Scan App)

Step 2: Simply point your camera at one of the QR codes below and a notification should appear

Step 3: Save each contact into your phone

Step 4: If on KSC, use "KSC 911", if on the Cape use "Cape Canaveral 911"

Cape Canaveral
911



or Dial:
321-853-0911